

GENERAL CONDITIONS

1. Regional Swimming Championships and events shall be competed for annually and subject to any standard the Regional Swimming Committee (RSC) may impose. The Championships shall be open to any member of a club affiliated to Swim England East Region who is eligible within the meaning of SE Regulations.
2. Any swimmer failing to comply with any of the conditions shall not be allowed to compete in the championship.
3. Protests shall be made and dealt with as detailed in Swim England Regulations. The Promoter, Tom Baster, Swimming Manager, Swim England East Region, can be contacted at swimming@eastswimming.org
4. If the Swim England East Region Swimming Manager is not present, or is required to fulfil another duty, a Meet Director will be appointed. In such circumstances, the Meet Director will act as Promoter.
5. All participants must observe the safety precautions in operation at the venue.
6. Swim England East Region will not be responsible for any loss or damage occurring during this meet.
7. **Entries**
 - 7.1 No swimmer competing in a like championship of any other English region in the same year is eligible to compete in these championships.
 - 7.2 Entry times for all individual events must be taken from the British Swimming rankings on or before the closing date and shall have been achieved in meets, licensed at Level 1, 2 or 3 by Swim England, SASA or WASA, from 1 September 2019. The entry window will close on Friday 27th March 2020. All Swim England East Region athletes who have qualified for the 2020 British Summer Championships or 2020 Swim England Summer Meet (including Para Swimming Events) will be invited to participate in the events for which they have nationally qualified. They will compete as guests. Where relevant, there will be a single final for guest competitors; they will not be eligible for the corresponding age group final.
 - 7.3 Entries for the event shall be made via the online entry system. Queries related to entries should be directed to swimentries@eastswimming.org. Entries will open in early April 2020 and will close at noon on Friday 15th May.
 - 7.4 Acknowledgement and acceptance of a correctly submitted entry shall be by publishing a received entries listing on the Championship page at www.eastswimming.org. Swimmers and their representatives will have 7 days from the date that entries are posted on the website to check the received entries report and notify the entries manager of any errors after which a final accepted entries list will be published and no further corrections allowed. The entry process for nationally-qualifying 'guest' competitors will be published once qualification for these events is known.
 - 7.5 Dependent on the number of entries, the Promoter reserves the right to reject entries to achieve what is believed to be the best compromise between the events. If it necessary to reject entries the slowest entries will be rejected first. Similarly, if the number of entries received is low, the Promoter reserves the right to re-open entries.
 - 7.6 Entries to this meet will be held on a computer and consent, as required by the Data Protection Act 1998, to the holding of personal information on computer will be deemed to have been given by the submission of the entry. Personal data will be available for inspection during the Meet on application to the Promoter.
8. **Fees**
 - 8.1 Entry fees are **£8** per event.
 - 8.2 Spectator fees are **£5** for one heat session or **£10** for both heat sessions per day. There are no reductions for concessions. There is no charge for the finals sessions.
 - 8.3 Swim England East Region will restrict access to the spectator seating to comply with safety limits.
9. **Access to Poolside**
 - 9.1 No coach or swimmer may access poolside more than 30 minutes before the commencement of the first warm up session on each day.
 - 9.2 Access to poolside is restricted to competitors for the session, coaches with coach passes, technical officials and appointed volunteers.
 - 9.3 No additional equipment such as chairs or treatment tables may be brought onto poolside

10. Warm Up

- 10.1 For heat sessions, Warm Up will commence one hour before the session start time (unless otherwise advertised), with the exception of sessions involving 400m events. For final sessions, Warm Up will commence 35 minutes before the session start time.
- 10.2 A warm up procedure will be published on the Swim England East Region website one week before the event.

11. Age Groups

- 11.1 The age groups for both genders in each event will be 11/12, 13/14, 15/16 and 17 andover.
- 11.2 There will also be a final for guest athletes in the events which lead to a final
- 11.3 Ages are as at midnight on 31st December 2020.

12. Events

- 12.1 All 50m and 100m events shall have individual age group finals. All 200m and 400m events shall be timed finals. Each final shall have a maximum of two reserves declared.

13. Withdrawals

- 13.1 **Heats** - Once an entry is accepted a competitor shall swim or give notice of withdrawal. Notice of any withdrawals shall be reported by a representative of the club to the recorder using the appropriate withdrawal form. For individual and team events this must be before the commencement of the relevant session/event warm up. Withdrawals prior to the meet should be made by emails swimentries@eastswimming.org before 4pm on the Friday prior to a competition weekend.
- 13.2 **Finals** - The names of finalists and reserves will be announced and published. Withdrawals must be made to the recorder within 15 minutes of the announcement. At the end of this period reserves may ask the recorder whether they are required for the final or can be stood down.
- 13.3 Unless notice of withdrawal has been given to the recorders within 15 minutes of the publication of the heat results, all finalists shall report to the Clerk of the Course for the final. Withdrawals after the 15 minute deadline may only be made on medical grounds.
- 13.4 **All events** - where a withdrawal is made after the deadlines on medical grounds the swimmer may not compete for the rest of that day.
- 13.5 Any swimmer not present when required to swim shall incur a £10 penalty, unless the recorder had been notified, prior to the race, of medical grounds that prevented the swimmer taking part. After the championships the Club, in whose name the competitor has entered the competition, will be invoiced for the fine and will have 28 days in which to make the payment. Swimmers not present will be identified from the results where "DNC" is recorded for them. If the payment is not made within the 28 days the fine will be increased to £50 per DNC and no entries will be accepted from the club for swimming events until the fine is paid.

14. Awards

- 14.1 The first three swimmers in each age group or guest category for all events shall each receive medal.

15. Photography and Safeguarding

- 15.1 No photography or filming of any kind is permitted in the changing rooms or village. Anyone found contravening this requirement will be required to leave the facility without refund.
- 15.2 All persons attending the championship are advised to exercise reasonable care when taking photos or video, particularly with regards to the sharing of images on social media. Wavepower guidance should be followed at all times.
- 15.3 Safeguarding concerns should be reported to the Promoter. If the concerns relate to conduct of the Promoter, a report should be made to the East Region Welfare Officer, or to a member of the East Region Management Board.

16. Dry Land Training Area

- 16.1 Subject to availability, the RSC may provide a dry land training area. If such a facility is provided, use of the facility will be in accordance with supplementary safety conditions, published in advance of the competition.

17. Secondary Strobes

18. Secondary strobe lights are available at this competition.

19. Additional Conditions

- 19.1 Any question arising, for which these conditions do not provide, shall be determined by the Promoter.
- 19.2 Any information included in the entry pack (including information published separately on the East Swimming website) shall be regarding as part of the General Conditions.

INFORMATION ABOUT COACHES' POOL DECK PASS AND FOOD

- All coaches planning to be on poolside at the Regional Championships must apply for a Coaches' Deck Pass for each weekend of the Championships. There are no annual coach passes.
- It is the responsibility of the club to ensure that the coaches named have been DBS checked.
- Passes will be issued in the name of your club and shall be collected from the Officials Room on the day of competition, before going poolside. Passes will not be mailed out
- Clubs with twenty or less swimmers may apply for a maximum of two passes. Where there are more than twenty swimmers, a club may apply for additional passes to maintain a 1:10 ratio
- Passes are £15 each for a whole weekend or part thereof.
- Passes may only be used by the coaches/helpers named on this form. All named persons must be SE members
- All swimmers aged 16 years and under must be under the supervision of a pass holder during the warm up, competition and in the vicinity of the pool
- Passes may only be used when there are swimmers from your club on the deck
- Passes must be worn in a prominent place whilst on the pool deck. Coaches without passes on display will be asked to leave and may be refused readmission
- Coach passes will entitle the holder to tea and coffee provided in the Officials Room
- There is an additional charge for food, the price of which reflects the price charged by the operator at each venue. Food between sessions can be provided only if booked in advance on this form
- Please complete the attached forms to order coach passes and food.

PASSES CANNOT BE PURCHASED ON THE DAY OF COMPETITION

COACHES POOL DECK PASS APPLICATION FORM – Weekend 1

Name of Club: _____

Contact e-mail address: _____

Coach Pass and Food Orders	Number	Payment Sub-total
Number of coach passes required for weekend 1 at £15 each		
Number of meals required for Saturday 4 th July 2020 at £20 per person		
Number of meals required for Sunday 5 th July 2020 at £20 per person		
Payment Total		

Please print in the spaces below the full names of ALL the coaches and helpers who are likely to use your club's pool deck pass(es). All those you name MUST be current Swim England members.

First Name	Surname	Swim England Membership Number

Please note:

- That the closing date for applications for coach passes and food for the event is midday on Friday 15th May 2020
- Applications can be made electronically by e-mailing this form to east@swimming.org and paying by BACS to:

Sort Code	08 92 99
Account Number	65226777
Account name	Swim England East Region

WITHDRAWAL NOTIFICATION

12. Withdrawals

12.1 *Heats and Team Events - Once an entry is accepted a competitor shall swim or give notice of withdrawal. Notice of any withdrawals shall be reported by a representative of the club to the recorder using the appropriate withdrawal form. For heats this must be one hour before the start of the event. For team events this must be before the commencement of the session warm up. Clubs may make withdrawals via email to the Entries Manager at swimentries@eastswimming.org providing this is before 4 pm on the Friday prior the championships*

12.2 *Finals - The names of finalists and reserves will be announced and published. Withdrawals must be made to the recorder within 15 minutes of the announcement. At the end of this period reserves may ask the recorder whether they are required for the final or can be stood down.*

12.3 *Unless notice of withdrawal has been given to the recorders within 15 minutes of the publication of the heat results, all finalists shall report to the Clerk of the Course for the final. Withdrawals after the 15 minute deadline may only be made on medical grounds.*

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Name of Club: _____

Event No.	Competitor No.	Competitor Name
Signature of club representative		